

Date: November 12, 2023

FCBCLA Members' Meeting Minutes

Place: Worship Center

Time Started: 1:29 PM

Time Ended: 4:53 PM

Moderator: Arthur Woo

Approx. Attendance: 151

Opening Prayer: Arthur Woo

I. Approve Membership by Statement & Transfers - Daniel Law, Membership Committee

Prayer: Daniel Law

Motion #1: TO ACCEPT THE MEMBERSHIP CANDIDATES AFTER BAPTISMAL SERVICES ON SUNDAY, DECEMBER 10, 2023 AND BY TRANSFER AS PRESENTED.

Motion seconded by Heidi Wong

Candidates (15) Joining by Baptism:

Cheng, Anthony Elliot 鄭浩賢	Deng, Jielin 鄧洁琳
Hu, Miao Ling 胡妙玲	Kun, Corren 余春萍
Lee, Chung Ping 李忠萍	Li, Vicki Riming 李日明
Liang, Emily 梁潔洁	Lui Kwok, Eliza Yin Ngor 郭燕娥
Mah, Cynthia Yuk-Pui 馬李玉佩	Quan, Brendan Gareth 關偉信
Rong, Justin Ying Jie	Song, XiangYu 宋翔宇
Tsang, Catherine Sau Ha 曾秀霞	Wang, Chung-On 王頌安
Yim, Leanna 嚴匯晴	

Candidate (10) Joining by Statement: Peter Tchengkoc Quach

Chan, Edmond Ching Kai 陳澄佳	Chow, May Mee 周蓆
Hu, Daniel Wilson 胡文杰	Min. Elim Lau 劉以琳傳道
Leung, Tobey	Ng, Yuki Yuk Yu 吳玉如
Quon, Yee Wan 關綺雲	Tan, Dao Zun 譚稻尊
Yang, Pin Zhen 楊聘珍	Zhang, Jessica Yan Kun 張彥琨

No Discussion

The motion passes unanimously.

Motion #2: TO TRANSFER THE MEMBERSHIP OF JOSEPH LAM FROM FCBCLA TO MANDARIN BAPTIST CHURCH OF LOS ANGELES (MBCLA). Requested by Joseph Lam's email inquiry. To be effective after Members' Meeting on Nov. 12, 2023.

Motion seconded by Heidi Wong

No Discussion

The motion passes unanimously.

Motion #3: TO TRANSFER THE MEMBERSHIP OF JAIME WONG GON FROM FCBCLA TO RESTORATION SGV. Requested by Jaime Gon's letter. To be effective after Members' Meeting, Nov. 12, 2023.

Motion seconded by Simeon Wong

No Discussion

The motion passes unanimously.

II. QUESTIONS OR CORRECTIONS TO MEETING MINUTES

- **August 13, 2023 - Annual Members Meeting** – Identify Pastor John Chow's discussion comment - 2nd bullet point for the Motion to elect Owen Cheung for Executive Council term.
- **September 17, 2023 - Special Members Meeting** - None

III. REPORTS:

a) EXECUTIVE COUNCIL (EC)– BYRON CHENG, EC CHAIR - [see PowerPoint Slides](#)

Prayer: Byron Cheng

Four major areas of focus for EC:

VISION: EC held meetings to gain input regarding plans for Transitional pastor and the development of the future vision for FCBCLA - Oct. 14th w/ Pastoral Staff and Oct 28th w/ the Deacons.

Pray for continued dialog as the EC formulates the next steps.

SUCCESSION:

Revise the internship policy.

Children's minister – planning for current and future ministry needs.

Reviewing the EC nominations process to improve representation/effectiveness.

Beginning the process of Sr. Pastor search committee.

GOVERNANCE:

2024 Budget Review – Missions giving to So. Baptist Convention, Building projects.

Review roles and responsibilities in Organization Manual.

Draft Conflict of Interest policy.

Continued oversight of our HR processes including changes in the legal requirements.

b) Business Board – Karen Lew, Church Administrator - see PowerPoint Slides

Financial Reviews:

- a) July, August, September 2023 financial reports
- b) Budget vs. Actual Expenses review – Jan. to Jun. 2023
- c) Approved 2024 budget
- d) Approved use of the General Fund for a deficit reserve in the amount of the 2024 projected budget.

Highlights from Committee Updates:

- a) **Trustees:** Reviewed commercial insurance quotes (up 14%), renewed Lincoln Heights Tutorial Program Facilities Usage Agreement, signed Camp Agreements, Bill of Sale to donate church bus, 2 investment account agreements, renewed CVLI video copyright; modified W.E. O’Neil contract.
- b) **Personnel:** Updating Employee Handbook; reviewed job descriptions for Director of Children’s Ministry, Children’s Lead Instructor, Technology Specialist; reviewing pastoral intern payments.

Approved Expenditure Requests (unbudgeted items):

- a) Maui Fire Disaster Relief Donation - \$25,000 from the General Fund
- b) AVL upgrade site preparation - \$176,000 from the Audio-Visual budget
- c) Annual Usher’s Meeting Lunch - \$1,000 from the Usher’s budget
- d) Insurance Premium increase - \$25,000 from the Trustee’s budget
- e) Security camera project - \$240,000 from Repair & Maintenance Fund – Additional approvals needed due to amount is over the BB authorization only limit.

Karen invites all members to attend the monthly Business Board Meetings which usually meets via ZOOM on the second Sunday of the month.

c) Treasurer – 3rd Quarter of 2023 as of September 30, 2023 - Douglas Low - see PowerPoint Slides

- Receipts – Reg. offering was \$2.288 million, down 5% from same period 2022 at \$2.406 million. Average regular offering was \$254,000/mo.; range low \$169K in June to high \$405K in September.
- Expenditures

Personnel -	\$1,443,000
Operations -	\$ 302,000
Facilities & Maint. -	\$ 450,000
Ministries, Missions	\$ 788,000

\$2,885,226 (Total Receipts) minus \$3,299,591 (Total Expenditures) = **(\$414,365) Deficit**
 Operational deficit that excludes non-budget regulated receipts and expenditures (below-the-line items) is (\$294,000) nearly 71% of the total above deficit.

- Cash and Current Assets – Total **Unrestricted funds** = \$5.662 million, that is \$203K (3.5%) less from last year at this same time period (Sept. 30th).

Restricted Funds increased by \$29K (1.1%) from \$2.676 on 9/30/2022 to \$2.705 million on 9/30/2023.

Total available funds balance decreased by \$175K (2.0%) from \$8.542 million on 9/30/2022 to \$8.367 million on 9/30/2023.

- Takeaways
 - a) Offering is behind last year by 5%, will need usual strong offering receipts in Nov. & Dec. to meet budget goals and catch up to 2022 level.
 - b) Expenses are higher than 2022 due to return to group activities (camps) and inflation.

Reminders:

1. Giving online (not by check, cash, or bill pay) reduces Finance work on processing payments allowing more time on other critical accounting processes and procedures.
2. Registering for direct deposit of reimbursements helps accounting processes and procedures – given the hazards of mail thefts, USPS becoming slower and less efficient. Takes more effort and time to follow-up on stale dated checks and to issue new ones when initial checks are lost.

Comment: Additional statistical context would be helpful, for example revenue and/or expense over weekly attendance ratios.

d) English Lead Pastor Search – Don Luke, Personnel Committee Chair

1. Prior report Don had erroneously said that the search for an English Lead Pastor was suspended; instead, he meant it continues but at a “lower or slower” (no paid ads) pace.
2. Reviewing a new applicant.

IV. Lead Pastors' Reports - see PowerPoint Slides

- 1) Pastor Abraham Lee – hosted on Nov. 11, 2023 a **Pastoral Staff & Family dinner**.
 - i. General Results in 2023 – **Purpose Driven Life (PDL)** program has resulted in continued growth in worship attendance, SEEK groups (now PDL), Best Friends, New Believers. New 2 yrs. Discipleship program. 2023 Baptisms = 24 (16 Cantonese, 8 Mandarin); Transfers = 13 (Cantonese, 5 Mandarin). Worship growing slowly – Cantonese 609 (Jul-Oct), Mandarin 69
 - ii. Music Ministry – Areas of Focus & Development in 2024
 1. Three Congregational Worship – Worship Planning & Worship Support Teams
 2. Creative Arts of Worship – Music Ministries, Drama Ministries, Production Ministries
 3. Outreach – Performing Arts Center
 - iii. 2024 Plan of Mandarin Ministries – Four Focuses of Mandarin Ministry
 1. Spiritual Formation – Sunday School ---> Every day study
 2. Pastoral Care – Visitation & Celebration
 3. Evangelism – Mission @ local and festivals
 4. Small Group & Fellowship – Welcome, Worship, Word, Work

- iv. 2024 Cantonese Family – Build Your Love & Share Your Love through:
 1. Family Workshops – meet needs of specific family stages.
 2. Musical – Let's have fun in Christ.
 3. Pre-Evangelism – 3 pre-evangelistic meetings for each fellowship group
 4. SEEK (refined) – Finetune content to specific groups.

Senior Ministry – Groups: Evergreen, Eshan, Nissi

Goals: Affirm Faith, Meaningful Life, Be Joyful

Example: Royal Caribbean Radiance of the Sea – Vancouver Cruise Retreat in April 2024

Opportunity at Cathy Manor – collected information from 200 Cantonese speaking residents for follow-up.

Future Events: Chinese New Year 2/10/2024, Worship Center, MPB and Courtyard
March 2024 – Eshan 1st Sat., Community Outreach 2nd Sat., Nissi Fellowship 3rd Sat., and
Community Outreach 4th Sat.

Total 2024 Budget = **\$222,730** increase by \$73,812 over 2023 Budget of \$148,918.

Spiritual Formation - \$43,100 (3 Seminars \$9,000, LENT \$6,600, Camp \$27,500)

Community Outreach - \$18,000

10% to 15% increases for High School, CP, YAF, AF, Family, Senior budgets

- 2) Pastor John Chow – Fall 2023 Summary Reports Available: fcbc.la/EMReports

Projects: Evacuation Drill (Safety Committee), Trunk-of-Treat, Operation Christmas Child (Volunteers), AVL project AV seating set-up in MPB/Gym (Sharon Lim), Christmas, Winter Preaching series (Casey Young), Participatio/Waiver forms (Trustees), Giving Policy and Fund Designations (Admin., Trustees), Internship Policy (compliance with labor laws; Personnel Committee), North Campus aesthetic improvements (Facilities), Bible study methodology for youth to college (EM Pastors)

Pastoral Development – Intersect Conference: Identity & Culture (Gateway Seminary),
Reading/discussion: *The Trellis & The Vine*, English Minister's Retreat in Winter 2024

- V. **Motion: To Create Director of Children Ministry and Children's Lead Instructor positions.** Don Luke, Personnel Committee Chair – [see PowerPoint Slides](#)

Prayer: Don Luke

Motion Seconded by Perry Lim

Job Description Presented: **Director of Children's Ministry** – Fulltime, Exempt, Reports to English Lead Pastor

Job Description Presented: **Children's Lead Instructor** – Parttime, non-exempt, Reports to Director of Children's Ministry

Developed two new job (***Director of Children's Ministry*** and ***Children's Lead Instructor***) positions after reviewing Pastor Brian Wang's Exit Interview.

- i. Workload very heavy for a single person; Hard to find skills in both areas in a single person.

- ii. Two new positions would help build up and strengthen the Children's Ministry.
- iii. Approved by Executive Council, Children's Ministry Team and Personnel Committee

Discussion: If Director candidate lacks formal theological education/training (requires Masters in Education) and position is considered part of Pastoral Staff, leadership needs to focus on this qualification. Pastor John Chow confirms that candidate will be vetted for theological standards. Request for further time for congregational consideration and prayer before voting.

Call to Table the Motion: Yeas: 23 Nays: 55 Call to Table the Motion Fails

Call for the question by David Hwang

Yeas: 62 Nays: 26 The motion passes.

VI. Motion: To Create Technology Specialist position. Don Luke, Personnel Committee Chair

Motion Seconded by Matthew Tsang

Job Description Presented – Fulltime, non-exempt, Reports to Systems Director, Sharon Lim

Discussion: Can we find laypersons (volunteers) to fill these types of positions instead of turning to hiring with the added cost/wage burden?

Yeas: 69 Nays: 1 The motion passes.

VII. Approval of 2024 Annual Budget – Budget Review Committee – Jason Wong – [see PowerPoint Slides & Proposed Budget for Year 2024](#) handout.

Prayer: Jason Wong

Motion1: To Approve the Budget for the 2024 Year.

Motion Seconded by David Hwang

Discussion: Past request to make position salary ranges accessible to Members – new law requires that salary range be published for all new advertised job positions. Provide context to budget in terms of tying 3-5 year church plans to budget numbers. Are major future costs (i.e. major building repairs/upgrades, equipment, etc.) being considered in budget planning. EC is currently reviewing capital costs and replacement options.

Yeas: 79 Nays: 2 The motion passes.

Motion2: To Allocate a Portion of the General Fund for a Deficit Reserve in the Amount of the 2024 Projected Deficit.

Motion Seconded by Byron Cheng

No Discussion

Yeas: 79 Nays: 2

The motion passes.

VIII. Announcements and Closing Prayer

- Next Church Member Meeting - Sunday February 4, 2024
- Ordinance of Baptism – Sunday, December 10, 2023
- Christmas Program – Sunday, December 24, 2023 – 3:00 PM – 4:30 PM
Reception immediately following

IX. Adjournment:

Meeting adjourned by Moderator and closing prayer by Arthur Woo.

Minutes Submitted by Clifford Wong, Trustee Chair

Date: November 15, 2023

Minutes Reviewed and Approved by Arthur Woo, Moderator

Date: November 16, 2023

Minutes Reviewed and Approved by Clifford Wong, Corporate Secretary

Date: November 18, 2023